**Plum Borough**

**School District**

**Finance Committee**

**Meeting Agenda**

For

April 21, 2015

**(Meeting #10 – 2014-15)**

**Plum Borough School District**

**Finance Committee Meeting Agenda**

**April 2015**

**Meeting Date:** April 21, 2015

**Time:**  6:00 PM

**Location:** Plum Senior High School Cafeteria Conference Room

**Purpose:** Discuss District Financial Matters for the Month of April 2015

**Committee Members:** Mrs. Stepnick, Chairperson; Mr. Dowdell and Mr. Zucco, Committee Members

**Administrative Representatives:** Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer

**Invited Guests**: Mrs. Rose Harr, Representative of Keystone Collections Group, District’s Earned Income Tax (EIT) Collectors.

**I. Call meeting to order.**

**II. Citizens Comments:**

A. On agenda items:

B. On non-agenda items:

**III. Presentations:** Mrs. Rose Harr of Keystone Collections Group will discuss current collections and progress of delinquent EIT collections transition from the Borough.

**IV. Agenda Action Items Discussions:**

**1. Treasurer’s Report:** Approve Treasurer’s Report for the Month of March 2015, as presented.   
The reports were sent electronically for board members’ review prior to the meeting.

**2. Approval General Fund (10) Budgetary Transfer for the month of March 2015.** None at this time.

**3. Approval Construction Invoices received after the Facilities Committee Meeting.** Committee was provided with copies of invoices received after the Facilities Committee Meeting held on April 14, 2015 for approval, as presented.

**4.** **Recommend approval of 2015-16 Notice of Adoption and Use of Funds agreements with Allegheny Intermediate Unit #3 (AIU), as presented.** Copies of agreements are attached for review.

**5. Recommend approval for sale of unusable rifles.** Administration recommends approval for sale of five (5) unusable Anschutz Model 1903 rifle team rifles for $500.00 each. Three will be purchased by West Green HS and two by Waynesburg HS. Sale will be subject to a Hold Harmless Agreement prepared by the District’s Solicitor.

**6. Recommend approval of 2015-16 Forbes Road CTC Proposed General Operating & Administrative Budgets, as presented.**

**V. Informational Items:**

**1. Review Real Estate Tax Collector’s Report for the month of March 2015 prepared by Mr. Schlegel**. Copy of Mr. Schlegel’s report is attached for review.

**2. Review Current & Delinquent Earned Income Tax (EIT) & Local Service Tax (LST) Collection Reports for March 2015, prepared by Keystone Collections.** See Attached.

**3. Review Revenues and Expenditures Comparison Graphs for March 2015**. See Attached.

**4. Discuss for approval the Administration’s response to Management Letter prepared by local independent auditor, as presented.**

**5. Discuss joint Real Estate Amnesty Program (REAP) with the Borough; publication of names and addresses of delinquent tax payers, scofflaw sheriff sales for the purpose of generating revenues and reducing delinquencies.** District has had meeting on this matter through the Intergovernmental Committee and would now like to formalize the program. See Attached.

**6. Discuss purchase of CD’s will Series of 2014 funds to maximize investment returns.** Mr. Marraccini allocated $2,000,000 from Series 0f 2014 GOB funds for Regency Project (Fund 35) to reinvest funds with PSDLAF, effective 4/1/14 and maturing 3/31/16 at a net rate of .60, generating $12,000 of income for the fund. Discuss Regency Park timelines to maximize investment returns.

See Attached.

**7. Discuss 2015-16 General Fund Budget (Fund 10). Review and discuss updated General Fund Budget (Fund 10)**. Copy of budget was sent to board members electronically prior to the meeting.

**VI. Next scheduled Finance Committee Meeting:** May 19, 2015

**VII. Round table discussion.**

**VIII. Motion to adjourn.**